

S.T.O.P. VIOLENCE AGAINST WOMEN ACT

PROGRAM IMPLEMENTATION PLAN FOR THE STATE OF MONTANA

AMERICAN RECOVERY AND REINVESTMENT ACT

2009-2011



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INTRODUCTION

The Montana Board of Crime Control (MBCC) has administered the S.T.O.P Violence Against Women funding since its inception in 1995. Each year, the *VAWA Subcommittee* meets to provide input into the development of the S.T.O.P Implementation Plan. Over the years, many of the original priorities have been addressed as well as implementation of new initiatives that have been identified throughout the planning process. On the following pages, all of the elements of Montana's Two Year Recovery Act S.T.O.P Violence Against Women Implementation Plan for fiscal 2009 and 2011 are addressed. The following Plan is the result of a planning meeting held in February 2009. The document is organized using the format recommended in the STOP Implementation Plan Tool and the outline provided in the Office on Violence against Women (OVW) Recovery Act Solicitation.

MBCC is an 18-member criminal justice planning board appointed by the Governor. This planning board oversees all of the federal block grants awarded to the State through the U.S. Department of Justice as well as several grants from other federal agencies. In this capacity, the board has a 30-year history of providing exemplary stewardship of federal dollars and an outstanding record of making sure that dollars go as far as possible to address the many needs of our vast and rural State.

In 1995, MBCC appointed members throughout the state to act as an advisory and planning group for the S.T.O.P Program. This group is the *VAWA Subcommittee* and includes representation from law enforcement, prosecution, tribes, the judiciary, non-profit victim services programs and Statewide Coalition Against Domestic and Sexual Violence. The goal of

this planning group as well as the overall goal of Montana's S.T.O.P program is to provide every female victim of violent personal crime accessible and appropriate assistance by knowledgeable, well-trained, and compassionate public, private service providers and court system personnel. This goal has remained the overriding goal when planning and reviewing grants to be awarded through the Recovery Act S.T.O.P. VAWA funding.

The S.T.O.P. Two-Year Implementation Plan contains references to funding coordination efforts Montana considers imperative to leveraging the limited dollars available to Montana. In addition to adherence to the federal laws and grant guidelines, Montana has developed priorities for funding that complement and support efforts being made through other sources of funding so that duplication is avoided and dollars are not wasted. It is important to note that many of the priorities identified by the VAWA Subcommittee may be beyond the scope of S.T.O.P. funding; may require legislative changes; or may exceed the financial resources available under the S.T.O.P Program. However, through MBCC staff participation on other agency grant review teams, other victim-related boards statewide, and through identification of other funding sources, Montana has been able to make significant inroads into many of these initiatives. Although some of these activities are not listed as specific S.T.O.P. plan goals or objectives, they are included in the Plan along with information about efforts made in these areas. In other words, S.T.O.P. funds are not allocated in a vacuum-- they are coordinated with all other resources statewide and in concert with the efforts of many other groups to make the most of what is available. This funding philosophy is at the core of what the Montana Board of Crime Control strives to do every day for the citizens.

DESCRIPTION OF PLANNING PROCESS

The Process Used to Redevelop the Plan and the Involvement of Victim Services, Tribes, Diverse Populations, Programs and Advocates;

Since 1995, the Montana Board of Crime Control (MBCC) has appointed a VAWA Subcommittee to meet and make recommendations on needs and funding priorities for the S.T.O.P. Program. This Subcommittee is made up of 15 members representing law enforcement, prosecution, the judiciary, tribal, non-profit victim service providers, and Statewide Coalition against Domestic and Sexual Violence. In addition to professional affiliation, careful consideration is given to making sure that the group includes many members from the most rural parts of the State including tribal members. The group meets annually and its members are consulted individually throughout the year on issues relevant to the needs identified and to gather further information. In order to foster continuity of planning efforts, the chairperson for the VAWA Subcommittee is also the chairperson for MBCC's Victim Committee.

Information on Job Creation and Retention and Economic Stimulus: VAWA Stakeholder Meeting

In February 2009, MBCC convened a Stakeholder meeting consisting of the VAWA subcommittee to discuss issues involving violence against women and methods to best use the economic stimulus funds for the Recovery Act S.T.O.P. VAWA. Representatives from state agencies, non-governmental organizations, non-profit organizations, and the statewide violence against women coalition participated in the decisions. Ideas were generated focusing on the needs of Montana and to best use S.T.O.P. funds to stimulate the economy.

Participants in the meeting identified areas within each S.T.O.P. discipline of VAWA (law enforcement, prosecution, victim services, and courts) in which jobs could be created or retained for the purpose of the Recovery Act. Several ideas were gleaned from the committee in order to enhance communities in Montana through the economic stimulus funding.

The Stakeholder Meeting resulted in the suggestion of the following activities as a focus when reviewing Recovery Act S.T.O.P VAWA grant applications:

- Make shelters ADA compliant
- Sustain existing programs
- Disposition statistics
- Lower level offender services
- Misdemeanor/prosecution training
- Misdemeanor probation
- Court training (judges)
- Misdemeanor Compliance Officers
- Counselor credits/certification
- Counseling for victims
- Rural transportation
- Restitution for misdemeanors

MBCC released the Request for Proposal for the Recovery Act S.T.O.P VAWA in March 2009. The State received 19 applications requesting \$1,689,851 of the federally appropriated \$825,260 (ten percent less administrative funds). Using the activities chosen by the Stakeholder's meeting, priority was given to programs who applied within these parameters while aligning with S.T.O.P VAWA statutory purpose areas. MBCC intends to create nine new positions and retain

ten using American Recovery and Reauthorization Act (ARRA) funding. Additionally, Montana projects will stimulate the economy by providing training, travel, lodging, and per diem throughout the State.

NEEDS AND CONTEXT

Montana is a large state facing many barriers to offering services; low population, inclement weather and road conditions, restricted access to communication and transportation services and limited financial resources. According to the most recent Census data, an estimated 944,000 people reside within more than 145,000 square miles. Our population density is 6.2 persons per square mile compared to 79.6 persons per square mile for the United States. Over 50% of our population resides in 6 of the 56 counties. This makes Montana an exceptionally rural state. Because of a lack of population and industry, the economies of our communities are often unable to provide many citizens of Montana health care, law enforcement, and social services that are desperately needed. Law enforcement officers in many rural areas are limited to two officers on duty, and because of the vast landmass, response time can be hours. The Committee considered the geography and economic conditions of this frontier state to be a formidable barrier to creating an informed citizenry, developing a well-trained justice system, and maintaining an accessible network of victim services.

Montana families also face many economic hardships. Census data shows that Montana has a higher percentage than the national average of both families and individuals living below the poverty level and the State's median family income is almost \$10,000 per year less than the average for the nation. For women it is an even more serious issue. According to a December 2006 Institute for Women's Policy Research Briefing Paper entitled *Best and Worst Economies for Women*, Montana was listed as one of the eight worst state economies for women (see the complete briefing at www.iwpr.org). Specifically, Montana ranked the lowest, along with

Arkansas, for women's median salary at just \$24,800 for a full-time worker. Montana also ranked in the bottom third for earnings ratio between employed women and men. These two factors—low wages and wage disparity--contribute greatly to many of the barriers identified by the VAWA Subcommittee including poverty, lack of transitional housing and lack of access to legal representation for victims of domestic violence. This distinction also cuts to the core of a financial power differential between intimate partners.

Poverty and geographical isolation are most severe for much of the Native American population of the State. Approximately 6.2% of our population is Native American, many living on isolated reservations suffering high unemployment and poverty conditions. The MBCC is committed to continuing efforts at helping tribal programs access funding through technical assistance with grant writing and through direct funding under block grant programs administered through our agency, including the STOP Program.

The above demographic information paints a picture of the obstacles faced by Montana under normal circumstances--the crime data and victim assistance data collected by MBCC show the additional hardships faced when a citizen becomes a victim of crime. MBCC is the repository for all crime data collected from law enforcement agencies statewide. According to the 2004-2005 Crime in Montana Report, index crimes (murder, non-negligent manslaughter, forcible rape, robbery, aggravated assault, burglary, larceny-theft and motor vehicle theft) have declined overall by eight percent since 2000. However, the rate of forcible rape increased by 23 percent in this period. Rape made up 7 percent of all violent crimes in 1978 and stood at 13.6 percent in 2005. This increase could be due to a troubling increase in the number of rapes or to an increase in reporting by victims. Either way, there are more rape victims coming into contact with our justice system necessitating better multidisciplinary training on sexual assault response. The data

collected by victim assistance programs shows a similar increase in forcible rape. Montana has taken steps legislatively as well as through STOP funding allocations to address the many needs in this area

Domestic violence incidents reported to law enforcement and numbers of these victims seeking assistance through programs has remained relatively steady over the past six years. However, there is still almost twice the number of new primary victims seeking services than reporting to law enforcement. This demonstrates that work is still needed in changing the deep-rooted societal perception that domestic violence is a private family matter rather than a serious criminal justice issue. Below is a table showing the numbers of new primary victims seeking services through programs in the categories of domestic violence, adult sexual assault (including forcible rape) and stalking over the past four years.

Table 1

New Primary Victims Seeking Services through Assistance Programs

YEAR	DOMESTIC VIOLENCE	ADULT SEXUAL ASSAULT (including forcible rape)	STALKING
2003	8336	913	1142
2004	8287	996	1415
2005	8324	1094	1229
2006	8212	1232	1176
2007	8720	1070	1219
2008	8674	1170	1093
% change	+ 4%	+ 22%	- 4%

The overall % change (+/-) over the four-year period shows the stability in the domestic violence numbers and the dramatic increase of 22% in victims for all adult sexual assaults.

Domestic Violence Homicides in Montana make up approximately 16 percent of all homicides on average for the past six years. The Montana Fatality Review Team, funded with

S.T.O.P. dollars, has worked diligently to identify contributing factors and possible solutions through careful review of four cases each year. The team has made specific recommendations some of which are very similar to many of the priorities set forth by the VAWA Subcommittee. As with many of the recommendations made by both groups, legislative changes have been necessary.

Although the incident data on crimes against women provides an idea of how many primary victims there are, only the data including secondary and ongoing victims give us a complete picture of the resources required to deal with the aftermath of victimization. For example, in calendar year 2006 there were 24,900 victimizations reported by victim assistance programs through Providers of Data Quality (PDQ). Of the 24,900 victimizations, 75% were related to crimes against women. Additionally, the victim assistance programs provided almost 275,000 services in a one-year period, averaging 11 services per victimization. Attachment C contains a map depicting the location of victim assistance programs in the State as well as the focus of each program. This map clearly shows the scarcity of services and the geographical difficulty of providing services in the most rural regions.

PLAN PRIORITIES AND APPROACHES

The Types of Programs the Grantee Intends to Support with Grant Funds

MBCC released the competitive Request for Proposal for the Recovery Act VAWA S.T.O.P in March 2009. Through the planning process, MBCC identified five of the fourteen S.T.O.P Program purpose areas to focus funding. These priority areas do not preclude applicants from applying under the other nine purpose areas.

Following is a table listing the priority purpose areas, the projects funded for each one, and the category into which it falls (law enforcement, prosecution, victim services, ten percent culturally specific, and courts). This table only includes those programs funded under the priority purpose areas. A brief description of all programs recommended for funding is included later in this section.

Table 2

Programs Funded under Prioritized Purpose Areas

<u>Purpose Area #1</u>	<u>Program Funded</u>	<u>Category of Funding</u>
Training law enforcement officers and prosecutors to identify and respond more effectively to domestic violence, dating violence, sexual assault and stalking.		
<u>Purpose Area #4</u>		
Developing, installing, or expanding data collection and communication systems to identify and track arrests, protection orders, violations of protection orders, prosecutions, and convictions for violent crimes against women	Dawson County DV Program	Non-Profit Victim Services
<u>Purpose Area #5</u>		
Developing, enlarging, or strengthening victim services programs for victims of domestic violence, dating violence, sexual assault, and stalking; developing or improving delivery of victim services <i>to racial, cultural, ethnic and language minorities and other underserved populations</i> ; providing specialized domestic violence advocates in courts where a significant number of protection orders are granted; increasing reporting and reducing attrition rates for cases involving violent crimes against women.	Glasgow Women's Resource Center (culturally specific) YWCA of Missoula (culturally specific) Community Support Center of Dillon Ravalli County Coalition & Evening Advocate Missoula County Montana Supreme Court	Non-Profit Victim Services Non-Profit Victim Services Non-Profit Victim Services Non-Profit Victim Services Non-Profit Victim Services Non-Profit Victim Services
<u>Purpose Area #9</u>		
Training sexual assault forensic medical personnel examiners.	Dawson County DV Program Missoula County	Non-Profit Victim Services Non-Profit Victim Services
<u>Purpose Area #13</u>		
Special victim assistants in law enforcement agencies to serve as liaisons between victims and law enforcement in order to improve the enforcement of protection orders.	City of Glasgow	Law Enforcement

All Programs Recommended for Montana Recovery Act S.T.O.P. VAWA Awards

The Victims Review Committee recommended awards for the following programs specific to the Recovery Act S.T.O.P VAWA:

Law Enforcement

Glasgow Police Department – The Glasgow Police Department is creating a new position to be known as the Jessica Gonzalez Assistant (one position created)

City of Glasgow – The City of Glasgow is creating a position for a Misdemeanor Probation Officer (one position created)

Gallatin County Sheriff Office – The Gallatin County Sherriff’s Office is creating a position for a Misdemeanor Probation Officer (one position created)

Prosecution

Confederated Salish & Kootenai Tribes – The Confederated Salish and Kootenai Tribes will be creating a Domestic Violence Prosecutor (one position created)

Montana Legal Services Association – MLSA is retaining two paralegal positions (two positions retained)

Victim Services

Glasgow Women’s Resource Center – The WRC is creating a position for a victim/witness advocate (one position created).

YWCA of Missoula – The YWCA is retaining three part-time positions: a psychologist, groups coordinator, and a volunteer/training coordinator (three positions retained).

Community Support Center – The CSC of Dillon is using S.T.O.P funds to create two part-time positions for their Golden Citizens Program for elder abuse (two positions created).

Dawson County Domestic Violence Program – Dawson County Domestic Violence Program is creating a position for a Court Monitor and providing training (one position created; travel, per diem, lodging)

Supporters of Abuse Free Environment in Ravalli County -- SAFE created a Coordinated Community Response Team to domestic and sexual violence. The program will retain two part-time positions and hire one contracted bookkeeper. (Three positions retained).

Discretionary

Montana Department of Justice -- MDOJ will provide a variety of trainings around the state informing constituents about the services provided to victims such as the Montana Hope Card and the online SANE training. MDOJ will purchase Rape Kits which are made in the USA. (Economic stimulus is derived from the trainings: per diem, lodging, and travel, buying products made in the USA.)

Missoula County First STEP Program – The First STEP Program is retaining a .5 F.T.E to provide training to implement the project and provide training and hiring a SANE nurse who will provide services to sexual assault victims and training to other nurses (one position retained and one position created).

Courts

Montana Supreme Court – The Supreme Court will retain Pro Bono Legal Assistance Coordinator who provides services to women who are victims of domestic violence (one position retained).

How the Success of the Grant-funded Activities Will Be Evaluated.

MBCC requires quarterly fiscal, narrative and statistical information from all programs receiving Recovery Act S.T.O.P VAWA funding within five (5) days after the fiscal quarter. A computer database called GMIS (Grant Management and Information System) is used for all fiscal information. The statistical and narrative components of the reporting are used to provide information to OVW in the Subgrant Award and Performance Reports submitted annually. Additionally, MBCC, in collaboration with Montana's Coalition Against Domestic and Sexual Violence, user programs, and the State's Department of Public Health and Human services developed a comprehensive database called Providers of Data Quality (PDQ) to collect extensive information from all programs receiving VOCA, VAWA and Family Violence funds. This database is an incident-based and provides the following information:

- Staffing information as well as volunteer hours
- Training information
- Number of Primary and secondary victims served
- Total unduplicated victims served
- Crime category
- Type of service provided
- Service Count
- Demographic information such as: Race, Sex, Age, Mental or Physical Disabilities
- Contributing Factors: Alcohol/Drugs, Low Income
- Information on Orders of Protection (very limited information)
- Number of victims who returned to the abuser

After more than six years using this database and fine-tuning it to better meet the needs of programs, MBCC is confident that it is garnering accurate data to identify trends and needs. Programs are provided training and technical assistance on a regional basis, individually, on-site, and through telephone contact. More than 55 programs currently use PDQ. MBCC is also the repository for all crime data in the state, and this data is used for planning purposes. Additionally, reports such as the Fatality Review Commission Bi-Annual Report are used extensively in planning efforts.

Quarterly fiscal, narrative, and statistical data are carefully reviewed and on-site visits to programs will be conducted to ensure that programs are meeting Recovery Act objectives. Technical assistance will be provided as needed via telephone, email, or site-visits.

The Continued Equitable Distribution of Funds on a Geographic Basis, Including Nonurban and Rural Areas of Various Geographic Sizes

According to the 2000 US Census, American Indians constitute 7.4 percent of Montana's population, roughly 66,000 of 902,195 of the State's residents. As reported in Montana's current three-year plan, the VAWA subcommittee has identified Montana's underserved as rural and native populations. The reasons are as follows:

- Montana's CEIC (Census and Economic Information Center) estimates the 2007 state population at 957,861. Of that, 64.8% or 620,779 Montanans reside in rural areas.
- The 2010 CEIC projects the American Indian population will hold steady at approximately seven percent or approximately 68,829 of 968,598 Montanans.
- Montana is home to seven Indian Reservations none of which are urban.

Montana is committed to maximizing access to services for geographically isolated and American Indian victims. MBCC strives toward an equitable distribution of funds that addresses

the needs of victims across the spectrum of geography and population. Because Montana's grant award process is a competitive process, Montana is compelled to judge objectively the quality and responsiveness of all applications. However, MBCC realizes that it often costs more per rural client due to economy of scale while transportation costs are higher and many other costs remain fixed.

Appointments to the VAWA Subcommittee are chosen by the MBCC Board in accordance with federal guidance. The VAWA Subcommittee has a wide range of professional and geographic representation. Additionally, the subcommittee is committed to proportionate representation from American Indian and rural communities.

In order to increase application submission for S.T.O.P. VAWA funds, MBCC attempts to reduce barriers to application while increasing local capacity. Technical assistance is available via phone during all business hours while on-site assistance is available upon request regardless of location. MBCC offers specialized on site grant writing and administration training for Tribal communities. The grant writing training uses the OVW Grants to Indian Tribal Governments RFP and the Montana S.T.O.P. RFP as the sample grants throughout the training. MBCC continues to mail postcards in advance of the annual S.T.O.P. VAWA RFP posting for applicants without electronic capacity. Application submission is also available online to equalize the application process but hardcopies may be accepted if the applicant can prove hardship. MBCC also works closely with the Governor's Office of Indian Affairs, which helps to notify communities of training and funding opportunities.

To enhance services for rural and tribal populations, several approaches are used. Originally, statewide SANE training was difficult to access due to travel requirements. However, funding has been awarded for the development of a web-based SANE training program, which is

will be accessible to isolated communities including American Indian Reservations. Montana also dedicates funding to ensure that a multidisciplinary training is provided consistently in one of the most isolated regions of the state. The statewide training programs are also available to participants in every part of the state. Several S.T.O.P. VAWA funded programs serve and provide outreach of the American Indian population. MBCC has offered technical assistance to every tribal government in Montana with a goal of having half of the tribes apply for federal funding and/or Montana STOP funds. MBCC also offers financial assistance for those demonstrating hardship in attending critical training in or out of state.

Recognition and Meaningful Response to the Need of Underserved Populations and Ensure that Monies Set Aside to Fund Linguistically and Culturally Specific Services and Activities for Underserved Populations Are Distributed Equitably Among Those Populations.

Montana sets aside ten percent of Recovery Act S.T.O.P. VAWA funds for culturally specific community-based organizations. The largest communities of color in Montana are American Indians. S.T.O.P. VAWA funds will provide for a full-time Victim Witness Advocate at the Glasgow Women's Resource Center (WRC) located in Glasgow, Montana, which lies outside the Fort Peck Indian Reservation in Eastern Montana. From July 1, 2008 to September 30, 2008, the WRC, a non-profit, nongovernmental victim service agency) assisted almost 300 victims of domestic and sexual violence assault. (56 domestic violence cases, 30 sexual assault cases, and 27 stalking cases). The WRC maintains, provides, and enhances community /outreach advocacy services such as a 24-hour crisis line, shelter services, transportation services, victim support group, and assistance with other needed resources, by supporting staff positions. The WRC has a Memorandum of Understanding with the Fort Peck Tribes. The WRC collaborates

with the Fort Peck Tribes Family Violence Resource in cross training in the areas of tribal codes, major crimes act, law enforcement, and courts.

YWCA of Missoula provides services to Native Women of Domestic Violence in the Flathead Indian Reservation. The Pathway Program requests use of Recovery Act funding to maintain its current services provided to Native Women. The program intends to strengthen its ability to serve adult female survivors of domestic violence, sexual assault, and stalking for women who are victims of domestic violence. This program meets the 10 percent of the 30 percent federal requirement for culturally and linguistically specific communities.

Montana is committed to addressing the access to service problems experienced by extremely isolated victims. The service delivery barriers presented in the more populous western third of the state must also address. MBCC will strive toward an equitable funding distribution that acknowledges the needs of victims across the spectrum of geography and population. Because this State's grant award process is predicated on a competitive process, MBCC is compelled to judge the quality, vision, and responsiveness of all applications objectively. MBCC takes into account the fact that it often costs more per client to provide services in a rural location due to the lack of economies of scale. Transportation costs are higher and fixed costs are often the same for a small rural program.

Appointments on the VAWA Subcommittee are made carefully making sure there is broad professional as well as geographic representation. MBCC appointed Native Americans who reside on tribal lands. Many long-term committed constituents from the most rural regions of the state are participating in this collaboration.

Technical assistance is offered regularly to programs throughout the state. Most recently, MBCC began offering specialized grant writing training for rural Native Americans. As stated in

the previous section on funding strategy, programs serving rural populations are given priority under non-profit victim services in order to begin addressing the needs identified by the VAWA Subcommittee. Also, funding was awarded for development of a web-based SANE training program that will provide training to rural and isolated communities including Indian reservations. The Statewide SANE training was often difficult to access due to travel requirements. Additionally, funding for multidisciplinary training is provided to one of the most isolated regions of the state. The statewide training programs will be available to participants in every part of the state.

Allocation of Funds

MBCC will create subgrant awards in accordance with the Federal S.T.O.P. requirements:

- At least 5 percent will be allocated for state and local courts including juvenile courts;
- At least 25 percent will be allocated for law enforcement;
- At least 25 percent will be allocated for prosecutors; and,
- At least 30 percent will be allocated for nonprofit, nongovernmental victim services, of which at least 10 percent is to be distributed to culturally specific community-based organizations

Brief Summary of the Distribution of Administrative Funds

Administrative funds will be used to pay for Program Manager salary; travel for on-site visits and monitoring; data collection from programs; office space, supplies, and equipment for the Program Manager; travel and related expenses for the VAWA Subcommittee and other miscellaneous operating expenses related to administration of the Recovery Act S.T.O.P. VAWA program.

CONCLUSION

According to the U.S. Bureau of Labor Statistics, Montana's unemployment rate in April 2009 is 6.1 percent compared to April 2008 at 4 percent. Smaller communities in Northwest Montana have some of the highest unemployment rates in the State with Flathead County at 12.7 percent, Sanders County at 16 percent, and Lake County at 9.4 percent. MBCC targeted award recommendations to counties in Montana bearing much of the economic deficit. These recommendations will result in creating and retaining 19 positions throughout the State using Recovery Act funding.

In aligning the Recovery Act Implementation plan with Montana's current three-year plan, the State must continue to recognize that while it continues to increase its services to victims, two important factors - culture and country – have been and continue to be the cornerstones from which both plans were developed. The nature of this problem, compounded by the extent to which our citizens suffer, are intertwined with the attitude and knowledge of the public servants charged with response, the public and private programs that struggle to provide compassionate services, and the economy which drives the financial support of it all.

There are still problems in the criminal justice system with prosecution of sexual assault cases. Challenging prosecutorial issues requiring expertise, time, and education include the "he said/she said" nature of many cases, the occasional lack of forensic evidence, and victims recanting or fearing offender retaliation.

Outreach to health practitioners on Indian Reservations and other rural locations must continue for SANE training funded through the STOP Program. The forensic evidence or

psycho/sexual evaluations are not available in all locations and often result in creating more traumas for victims and further delays in moving cases through our criminal justice system. The new web-based training program should make great inroads into the training deficiencies. The Montana Law Enforcement Academy will be placing a greater emphasis on training for law enforcement on sexual assault response.

A lack of understanding and comprehension of the dynamics of domestic violence still exists. Some within the criminal justice system have not come to understand why a victim returns or why she recants. Education should be focused within all disciplines on why victims who flee or those who strive to put a permanent end to their relationship are at an increased risk of dying. The need to have effective and careful safety planning discussions with victims must become a part of discussions by all who are charged with the responsibility of public safety, services, and offender accountability.

In conclusion, rural isolation, lack of financial resources, and the difficulties created by ingrained societal attitudes are challenges that many frontier states will face for many years to come. However, great improvements have been made over the past ten years of VAWA funding through coordination with other complimentary funding sources and through efforts at changing limiting laws and policies on the state and local level. Montana is proud of its achievements and plans to build on these to reach the goal of providing every female victim of violent personal crime accessible and appropriate assistance by knowledgeable, well-trained, and compassionate public, private service providers and court system personnel. Using Recovery Act funds to create and retain several new positions to serve victims, Montana will be able to increase its capacity to provide victim services which otherwise might not be available.

ATTACHMENT A

AGENDA

VAWA STAKEHOLDERS MEETING

February 23, 2009
9:00 a.m. - 12:00 p.m.

9:00 a.m.	Call to Order Welcome and introductions	Chair, Mike Ferriter
9:10 a.m.	Updates VAWA STOP grant VAWA Economic Stimulus Bill VAWA SASP grant	Lisa Riedlinger Kelsen Young
10:00 a.m.	Break	
10:15 a.m.	OVW Certifications Costs for Criminal Charges & Protection Orders Forensic Medical Examination Payment Judicial Notification Polygraph Testing Prohibition	Lisa Riedlinger
11:15 a.m.	Preparation for Three -year plan	Lisa Riedlinger
12:00 p.m.	Meeting adjourned	Chair, Mike Ferriter

Non-government employees, don't forget to turn in your travel vouchers to Casey.

ATTACHMENT B

JUSTICE BULLETIN

Montana Board of Crime Control

*A Publication of the Montana Board of Crime Control 3075 N. Montana, PO 201408 Helena, MT 59620-1408
(406) 444-3604 FAX (406) 444-4722 TTY 444-7099*

Request for Proposals (RFP)

#09-09-WR Recovery Act STOP Violence Against Women Act (VAWA) Grant

New subgrantees must register online at www.mbcc.mt.gov
at least five (5) days prior to submitting the online application.

Proposal Deadline: April 17, 2009

Project Dates: July 1, 2009, to June 30, 2011

I. Overview

The Montana Board of Crime Control (MBCC) is soliciting proposals for funding to implement the Recovery Act STOP (Services*Training*Officers*Prosecutors*) Violence Against Women Grant (VAWA) Program in Montana. The purpose of VAWA is to promote a coordinated, multi-disciplinary approach to improving the criminal justice system's response to violence against women. VAWA envisions a partnership among law enforcement, prosecution, courts, and victim advocacy organizations. The intent of the partnership is to enhance victim safety and hold offenders accountable for their crimes of violence against women.

The stated purposes of the Recovery Act are to preserve and create jobs and promote economic recovery; to assist those most impacted by the recession; to provide investments needed to increase economic efficiency by spurring technological advances in science and health; to invest in transportation, environmental protection, and other infrastructure that will provide long-term economic benefits and to stabilize State and local government budgets, in order to minimize and avoid reductions in essential services and counter productive State and local tax increases.

***Note:* Under the Recovery Act, positions that are considered to be retained for the purpose of the Recovery Act must provide documentation. If the position would have been cut to a half time position or eliminated completely, documentation from an Executive Order, minutes from a council meeting, Reduction in Force (RIF), etc. must be provided in addition to the position description that will be maintained because of Recovery Act dollars.**

The Recovery Act places great emphasis on accountability and transparency in the use of taxpayer dollars. Among other things, it creates a new Recovery Accountability and Transparency Board and a new website—recovery.gov—to provide information to the public, including access to detailed information on grants and contracts made with the Recovery Act funds. For this reason, MBCC requires you to assure and certify that you can meet the strenuous reporting requirements at the time you apply for the Recovery Act STOP Violence Against Women Act grant.

The **one-time** federal allocation for the Montana Recovery Act is estimated to be \$825,259.

***** NOTE *****
SPECIAL ACCOUNTING REQUIREMENTS

Separate Tracking and Reporting of Recovery Act Funds and Outcomes

It is essential that all funds from a Recovery Act grant be tracked, accounted for, and reported on separately from all other funds. **Quarterly financial and programmatic reporting will be due within five (5) calendar days after the end of each calendar quarter. No exceptions or waivers will be allowed for non-compliance of the strict reporting requirements mandated under the Recovery Act.** Recipients must also be prepared to track and report on the specific outcomes and benefits attributable to use of Recovery Act funds. The accounting systems of subgrantees must ensure funds from any award under this Recovery Act solicitation are not commingled with funds from any other source.

**** NOTE ****
MANDATED REPORTING REQUIREMENTS

The Recovery Act STOP Violence Against Women Formula Grant Program mandates timely quarterly reporting requirements. Subgrantee recipients failing to meet the reporting requirements may be subject to numerous actions up to and including: funding restrictions on current and future MBCC awards, eligibility restrictions for other MBCC awards, and suspension or termination of the Recovery Act award.

All applicants must agree to the following four (4) reports **to be submitted to MBCC by the due date:**

- 1. MBCC Quarterly Progress Report**
- 2. MBCC Quarterly Fiscal Report**
- 3. *Recovery Act STOP VAWA Quarterly Report**

<u>Report Periods</u>	<u>Due Dates</u>
July-September	October 5 th
October-December	January 5 th
January-March	April 5 th
April-June	July 5 th

4. OVW Annual Report

<u>Reporting Periods</u>	<u>Due Dates</u>
January-December	January 30 th

* MBCC will be using a web-based reporting tool, which will be accessible on the MBCC website at www.mbcc.mt.gov for the Recovery Act STOP VAWA Report. See an example of this report in Appendix A of this RFP.

II. Eligibility

Eligible applicants include units of local government, tribal governments, state agencies, and private non-profit agencies. Tribal governments may apply directly to the Office of Justice Programs for discretionary grant funds dedicated to Indian Country. Tribal governments may also apply for the state formula grant funds.

Private non-profit agencies must document their nonprofit status.

A DUNS number is required. All applicants under this solicitation must include a DUNS (Data Universal Numbering System) number in their application. Applications without a DUNS number are incomplete.

A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving Federal funds. The identifier is used for tracking purposes and to validate address and point of contact information for federal assistance applicants, recipients, and subrecipients. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, simple, one-time activity. Obtain one by calling 1-866-705-5711 or by applying online at <http://www.dnb.com/us/>. Individuals are exempt from this requirement.

Central Contractor Registration (CCR) is required. In addition to the DUNS number requirement, OVV requires that all applicants (other than individuals) for federal financial assistance maintain current registrations in the Central Contractor Registration (CCR) database. The CCR database is the repository for standard information about federal financial assistance applicants, recipients, and subrecipients. Organizations that have previously submitted applications via Grants.gov are already registered with CCR, as it is a requirement for Grants.gov registration. Please note, however, applicants must update or renew their CCR registration at least once per year to maintain an active status. Information about registration procedures can be accessed at www.ccr.gov.

III. Application Deadline

Applications for RFP #09-09 (WR) Recovery Act STOP Violence Against Women Act (VAWA) must be submitted online on or before **April 17, 2009, at 5:00 p.m.**

IV. Program-Specific Information

Purpose of funds

Congress has approved fourteen specific Purpose Areas for which these federal funds can be used. MBCC will accept applications that fall within any of the Purpose Areas. **Applicants must identify (by number) which Purpose Area is being addressed in their request for funding.** Call MBCC staff if you have questions about this requirement.

Congress prescribed the distribution of funds in order to fulfill the mission of the STOP Violence Against Women Act. Each state must allocate 25% to law enforcement, 25% to prosecution, 30% to nonprofit victim services and 5% to court programs. Ten percent of the non-profit allocation will be allocated to culturally specific program(s). The remaining 15% is discretionary and can be allocated to any project that meets the general requirements of the Act.

Note: Funds may not be available for local projects on July 1st because of the federal distribution schedule. You must plan for this contingency.

Project Period

Projects must begin on July 1, 2009, and conclude on June 30, 2011. Dates are contingent on federal award date.

Match

This funding project requires all **public agencies** provide at least a 25 % in-kind (soft) or hard cash match. **Non-profit** programs are not required to provide match. However, providing match demonstrates local commitment.

Note: The budget sheet must include the required match as a percentage of the **total project budget**. Specifics of the match (amount and source, in-kind or hard cash) must be clearly identified on **both** the Budget Sheet and Budget Narrative in the application. Projects must document the basis for determining the value of in-kind match. All match funds must be expended within the grant period and are restricted to the same uses allowed under the grant funds.

Recovery Act Objectives

The following objectives and performance measures will be reported on the Recovery Act STOP Report:

OBJECTIVE	PERFORMANCE MEASURES
<i>Recovery Act:</i> To create and preserve jobs and promote economic recovery.	1) Number of jobs retained due to Recovery Act funding. <i>Recovery Act:</i> Create and preserve jobs and promote economic recovery. 2) Number of jobs created due to Recovery Act funding.

The following objectives will be reported on the Annual Report:

OBJECTIVE	PERFORMANCE MEASURES
To strengthen partnerships for safer communities and enhance the Nation's capacity to prevent, solve, and control crime.	1) The number and percentage of arrests relative to the number of police responses to domestic violence incidents; 2) The number of sexual assault nurse examiners trained; 3) The number of victims receiving requested services; and 4) The number of victim advocates supported by grant funding.

Objectives and Deliverables

The Online Subgrant Application System (OSAS) has a five-objective limit. Objectives start with the word “to” and contain a measureable deliverable. Objectives should be in alignment with the **14 performance measures** listed below and the goals you listed in your grant narrative. (See Authorized Purpose Areas listed below.)

Authorized Purpose Areas

The fourteen Authorized Purpose Areas represent law enforcement, prosecution, and non-profit victim services.

1. Training law enforcement officers and prosecutors to identify and respond more effectively to domestic violence, dating violence, sexual assault and stalking.
2. Developing, training, or expanding specialized units of law enforcement officers and prosecutors that target violence against women.
3. Developing and implementing police and prosecution policies protocols, orders, and services specifically dedicated to preventing, identifying, and responding to violent crimes against women.
4. Developing, installing, or expanding data collection and communication systems to identify and track arrests, protection orders, violations of protection orders, prosecutions, and convictions for violent crimes against women.
5. Developing, enlarging, or strengthening victim services programs for victims of domestic violence, dating violence, sexual assault, and stalking; developing or improving delivery of victim services to racial, cultural, ethnic, and language minorities and other underserved populations; providing specialized domestic violence advocates in courts where a significant number of protection orders are granted; increasing reporting and reducing attrition rates for cases involving violent crimes against women.
6. Developing, enlarging, or strengthening programs to address stalking.
7. Developing or strengthening programs to assist Indian Tribes in addressing violent crimes against women.
8. Supporting formal and informal statewide, multidisciplinary efforts to coordinate the response of law enforcement, prosecution, courts, victim services to sexual assault, domestic violence, dating violence, and stalking.
9. Training sexual assault forensic medical personnel examiners.
10. Developing, enlarging, or strengthening programs to assist law enforcement, prosecutors, courts, and victim services to address and recognize the needs and circumstances of older and disabled individuals who are victims of domestic violence and sexual assault.

11. Providing assistance to victims of domestic violence and sexual assault in immigration matters.
12. Maintaining core victim services and criminal justice initiatives while supporting complementary new initiatives and emergency services for victims and their families.
13. Supporting the placement of special victim assistants (to be known as “Jessica Gonzales Victim Assistants”) in local law enforcement agencies to serve as liaisons between victims of domestic violence, dating violence, sexual assault, and stalking and personnel in local law enforcement agencies in order to improve the enforcement of protection orders. Jessica Gonzales Victim Assistants shall have expertise in domestic violence, dating violence, sexual assault, or stalking and may undertake the following activities—
 - Developing, in collaboration with prosecutors, courts, and victim service providers, standardized response policies for local law enforcement agencies, including triage protocols to ensure that dangerous or potentially lethal cases are identified and prioritized;
 - Notifying persons seeking enforcement of protection orders as to what responses will be provided by the relevant law enforcement agency;
 - Referring persons seeking enforcement of protection orders to supplementary services (such as emergency shelter programs, hotlines, or legal assistance services); and
 - Taking other appropriate action to assist or secure the safety of the person seeking enforcement of a protection order.
14. Providing funding to law enforcement agencies, nonprofit nongovernmental victim services providers, and state, tribal, territorial, and local governments, (which funding stream shall be known as the Crystal Judson Domestic Violence Protocol Program) to promote—
 - The development and implementation of training for local victim domestic violence service providers, and to fund victim services personnel, to be known as “Crystal Judson Victim Advocates,” to provide supportive services and advocacy for victims of domestic violence committed by law enforcement personnel;
 - The implementation of protocols within law enforcement agencies to ensure consistent and effective responses to the commission of domestic violence by personnel within such agencies (such as the model policy promulgated by the International Association of Chiefs of Police (“Domestic Violence by Police Officers: A Policy of the IACP, Police Response to Violence Against Women Project,” July 20033));

- The development of such protocols in collaboration with state, tribal, territorial, and local victim services providers and domestic violence coalitions.

Priority of the Recovery Act

The emphasis of the OVW (Office on Violence Against Women) Recovery Act STOP Program is on job creation and retention and economic stimulus. Priority will be given to programs retaining and hiring personnel that are in compliance with MBCC quarterly and annual reporting requirements and can meet the strenuous reporting required by the Recovery Act STOP VAWA.

Additional priority will be given to the following purpose areas:

- Twenty-five (25) percent will be allocated to law enforcement; priority will be given to agencies hiring or retaining a Domestic Violence Investigator, providing statewide training for law enforcement, creating a statewide or local Crystal Judson Advocate (see Authorized Purpose Area 14) or creating a Jessica Gonzalez Assistant (see Authorized Purpose Area number 13).
- Twenty-five (25) percent will be allocated to prosecutors; priority will be given to hiring or retaining a Domestic Violence Prosecutor or creating a specialized statewide domestic violence prosecutor.
- Thirty (30) percent will be allocated for nonprofit, nongovernmental victim services, of which at least ten (10) percent is to be distributed to culturally specific community-based organizations; priority will be given to programs hiring or retaining personnel.
- Fifteen (15) percent will be allocated at the State's discretion.
- Five (5) percent will be allocated for state and local courts including juvenile courts

Activities That May Compromise Victim Safety

Ensuring victim safety is a guiding principle underlying this program. Experience has shown that certain practices may compromise victim safety rather than enhance it. Certain responses by the authorities may have the effect of minimizing or trivializing the offender's criminal behavior. Accordingly, consistent with the goals of ensuring victim safety while holding perpetrators accountable for their criminal conduct, applicants are strongly discouraged from proposing projects that include any activities that may compromise victim safety, such as the following:

- Offering perpetrators the option of entering pre-trial diversion programs;
- Requiring mediation or counseling for couples as a systemic response to domestic violence or sexual assault;
- Requiring victims to report sexual assault, stalking, or domestic violence crimes to law enforcement or forcing victims to participate in criminal proceedings;

- Court mandated batterer intervention programs that do not use the coercive power of the criminal justice system to hold batterers accountable for their behavior;
- Placing of batterers in anger management programs; or,
- Procedures that would penalize victims of domestic violence for failure to testify against their abusers or impose other sanctions on them

V. MBCC Online Subgrant Application System (OSAS) Registration

Register online at www.mbcc.mt.gov at least five (5) days prior to the **April 17, 2009** application deadline. Create your login ID, using 4 to 20 characters with no spacing or punctuation. Passwords must be at least 8 characters (at least 1 letter and 1 digit) and are case-sensitive. No special characters or punctuation is allowed. Enter New User and Agency Information, including the Federal Employer or Payee Identification Number (FEIN).

VI. How to Apply

Applications will only be accepted through MBCC's Online Subgrant Application System (OSAS). Go to www.mbcc.mt.gov and select Grants, then select Online Application. Log in and choose the **09-09-WR RFP** by selecting File a New Application. Complete the online application, and mail the signature page, letters of support, proof of nonprofit status, position descriptions (if not submitted electronically), and CCR Registration.

Assistance

If you need assistance with the application, please call our office at 406-444-3604. If you have questions regarding the application content, please contact the following staff:

<u>Program Staff</u>	<u>Phone</u>	<u>Fiscal Staff</u>	<u>Phone</u>
Lisa Riedlinger	444-1995	Conrad Eklund	444-2077
lriedlinger@mt.gov		ceklund@mt.gov	

Late Applications

Applications received past the due date will not be considered.

VII. Application Requirements

This section is to be used as a guide throughout your application process in OSAS. All applications must include the following:

Section 1. Face Page — The face sheet is automatically generated in the online application system. The face page identifies the applicant, the Online Subgrant Application System (OSAS) ID, the project director and agency budget representative, the

project title, the date the application was received, the project duration dates, and the project budget.

Section 2: Project Budget: Applicants must provide a budget that is complete, allowable, and cost-effective in relation to the proposed activities. The applicant must also show the cost calculations to demonstrate how the applicant arrived at the total amount requested.

Section 3: Budget Narrative: The applicant must provide a brief narrative to link costs with project activities. The narrative should demonstrate that all costs are reasonable.

Section 4: Project Narrative: Submit a project narrative that presents a detailed description of the purpose, goals, objectives, strategies, design, and management of the proposed project. MBCC may deem applications that do not adhere to the required format to be ineligible for consideration. The project narrative describes the applicant's approach to the Recovery Act STOP VAWA program in the community. The program narrative must be written in 12-point Times New Roman font, double-spaced, less than 24 pages, and contain the Required Components listed below. Materials required under the Budget and Budget Narrative and Other Attachments sections **will not** count toward the program narrative page count.

Required Components for the Project Narrative:

- **Executive Summary:** Briefly summarize the scope of your project, state the problem or need, objectives and outcomes to be gained, and the total cost of the project. This section should be limited to four double-spaced pages in 12-point Times New Roman font. The Executive Summary **does not** count toward the narrative page count.
- **Needs Statement:** The needs assessment should include current data (less than five years old) that justifies the grant request within the authorized purpose areas that are listed in part IV Program-Specific Information.
- **Goals:** Provide a broad statement, written in general terms, that conveys the program's intent to change, reduce, or eliminate the problem described. Outline the specific goal(s) of the project.
- **Objectives:** Identify the specific milestones aimed at achieving the goal(s). Objectives must state a date when a milestone will be reached and be specific, measurable, achievable, realistic, and tangible.
- **Implementation Plan:** Describe specific steps that will be taken or projects that will be funded to accomplish each objective. A suggested format is a table or action plan listing the objective(s), the responsible party, the timeline, how each objective will be accomplished, projected

costs, and resources needed. Be certain to attach letters of agreement and support if other agencies are involved.

- **Evaluation and Internal Assessment:** Document the data you intend to collect to verify that the objectives have been met. Clearly state what data will be collected, how, by whom, and when. Describe the existing community-level baseline data, the capacity to support the program, and an assurance of the agency's commitment in helping to prevent violence against women.
- **Sustainability/Future Funding Plan:** Applicants must include a plan that outlines how the project intends to be funded in the future. The plan should address the current year funding plan, estimated funding requests for the subsequent year, the estimated total length of federal funding you anticipate seeking, and a general description of funding in the final year of support.
- **VAWA Resource Disclosure Form (attach electronically):** The Resource Disclosure Form can be found on the MBCC website, www.mbcc.mt.gov. From the Home page, click on the green Grants tab. Next click on Requests For Proposals. The Resource Disclosure Form is listed under the RFP. This form must be electronically inserted into your Project Narrative. You can only upload one document directly into the Online Subgrant Application System (OSAS) in the Project Narrative portion of OSAS. Therefore, you must insert the Resource Disclosure Form directly into the Project Narrative before you upload the Project Narrative into OSAS.

Section 5: Special Assurances and Conditions: The subgrant application contains a list of Special Assurances and Conditions that are part of the contract between MBCC and the subgrantee upon award. The signature page binds the applicant to the Special Assurances and Conditions.

Other required attachments if applicable:

- **Positions Descriptions:** Applicants must submit a position description for all positions in which Recovery Act STOP VAWA funds are being used. Applicants are encouraged to insert Position Descriptions in the project narrative with the **Resource Disclosure Form** (See Part VII, Section 4, VAWA Resource Disclosure Form for directions on inserting the position descriptions). *However, Positions Descriptions will be accepted by mail if you are unable to insert them with your program narrative and Resource Disclosure Form.

***Note:** Under the Recovery Act, positions that are considered to be retained for the purpose of the Recovery Act must provide

documentation. If the position would have been cut to a half time position or eliminated completely, documentation from an Executive Order, minutes from a council meeting, Reduction in Force (RIF), etc. must be provided in addition to the position description that will be maintained because of Recovery Act dollars.

- **Nonprofit Status*:** Show documentation of nonprofit status.
- **Letters of Support*:** Applicants must provide current letters of support from active local businesses or agencies supporting the subgrantee. **If applicant applied for FY 09 STOP Violence Against Women Grant, the Letters of Support may be resubmitted for this grant application.**
- **Signature page*:** Original signatures are required. When awarded, the application forms a contract between the applicant and MBCC. The signatures are binding. Duplicate responsibilities are not allowed. No single person can sign as Agency Representative and Project Director. The official budget representative must be a person with budget-setting authority, generally a mayor, chairperson, department director, etc.
- **Verification of CCR Registration*:** See Part II. Eligibility
- **Consultation Letter (Tribal/Government)* (Appendix B):** For governmental or tribal applicants, a letter must be mailed to MBCC stating that consultation with local victim service programs has taken place during the development of this grant application to ensure that proposed services, activities and equipment acquisitions are designed to promote the safety, confidentiality, and economic independence of victims of domestic violence, sexual assault, stalking and dating violence. **If applicant applied for FY 09 STOP Violence Against Women Grant, the Consultation Letter may be resubmitted for this grant application.**

*Mail original copies of the **signature page, verification of CCR Registration, current letters of support, Consultation Letter (tribal/Government), positions descriptions** if you are unable to insert them electronically, and documentation of **nonprofit status** to the following address: MBCC, 3075 North Montana, PO Box 201408, Helena, MT 59620-1408.

VIII. Special Requirements

Crime Data Reporting

If the grant is for a law enforcement agency, the law enforcement agency must report crime data to the MBCC. The crime data must be compliant with the Montana Incident-Based Reporting (MTIBR) standards and policy. If an agency is not yet compliant and has plans to become compliant, the agency may submit a Memorandum of Understanding (MOU), and the MBCC will decide if the MOU justifies a waiver until the agency becomes compliant. Contact MBCC staff if you are unsure of your status. For more information please contact Jimmy Steyee

(406-444-4298; jsteyee@mt.gov) or Kathy Ruppert (406-444-2084; kruppert@mt.gov).

Federal Reporting Requirements

- Civil Rights Compliance
- Confidentiality and Human Subjects Protections regulations
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act Compliance
- DOJ Information Technology Standards
- Single Point of Contact Review
- Non-Supplanting of State or Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of the Comptroller Financial Guide
- Suspension or Termination of Funding
- Nonprofit Organizations
- Government Performance and Results Act
- Rights in Intellectual Property

Applicants are encouraged to review the information pertaining to these additional requirements prior to submitting the application. Additional information for each one can be found at www.ojp.usdoj.gov/funding/other_requirements.htm.

IX. Limitations and Fund Use

Review this list carefully. If you have any questions, call MBCC prior to submitting your proposal.

1. Purchase of equipment must be integral and necessary for the project.
2. Construction is prohibited.
3. Land acquisition is prohibited.
4. Supplanting is prohibited.
5. Consultant costs must follow the applicable federal grant guidelines, Office of Management and Budget Cost Principles A-122, A-87, or A-21, and state policy.
6. Calculating and reimbursing cost for mileage, per diem, and lodging cannot exceed state rates. For more information go to <http://doa.mt.gov/doatravel/travelmain.asp>. Call for instructions regarding out-of-state travel.
7. Indirect costs are **not** allowable.
8. Pre-agreement costs are not allowable.
9. Rental costs are limited to fair market value for similar facilities in your locality. Rental rates in excess of this amount will need special approval.
10. General salaries and personnel costs are allowable; overtime cannot exceed 10 percent of the personnel budget. Funds may not be expended or obligated prior to **July 1, 2009.**

11. Purchase or lease of vehicles is **not** permitted. Mileage will be allowed at the current approved state rate.
12. Uniform allowances will not be permitted.
13. If your agency receives less than \$500,000 per year in total federal assistance, you will not be required to arrange for an audit and may not charge audit costs to your grant.
14. Education and awareness campaigns are not allowable under the STOP Violence Against Women Grant Program. Outreach is allowable and means communicating what services the grant project provides to the public.

Note: Agencies receiving \$500,000 per year or more in total federal assistance will be required to have an audit performed, in accordance with Federal Circular A-133. Costs for such an audit should be charged proportionately to all programs being audited.

Food and beverage items may be allowable if costs meet the following guidelines: 1) the food and beverage items are incidental to a work-related event; 2) the costs are documented and reasonable; and 3) food and beverage items are not directly related to amusement and/or social events. MBCC will approve such items only if the applicant justifies the expense as a clear benefit to the grant project. All food and beverage items must receive prior approval from MBCC.

X. Selection Criteria

Awards

The Victims Committee of the Board will review proposals. A letter of recommendation will be sent to the applicants informing them of the committee's recommendation to the full Board.

Appeals

Applicants may appeal the recommendation to the full Board **if there are substantive reasons**. Notice of appeal must be made in writing to the Executive Director of the Montana Board of Crime Control at least 10 days prior to the Board meeting.

Application Checklist

Please refer to this checklist before submitting your application. All applications must include the following:

- | | |
|--|----------------|
| <input type="checkbox"/> Face page | online |
| <input type="checkbox"/> Project Budget | online |
| <input type="checkbox"/> Budget Narrative | online |
| <input type="checkbox"/> Project Narrative | online |
| <input type="checkbox"/> Executive Summary | online |
| <input type="checkbox"/> VAWA Resource Disclosure Form | online |
| <input type="checkbox"/> Special Assurances and Conditions | online |
| <input type="checkbox"/> Position Descriptions | online or mail |

- | | |
|---|-------------------------------|
| <input type="checkbox"/> Documentation that position was maintained because of Recovery Act dollars | online or mail |
| <input type="checkbox"/> Signature Page | online <u>and</u> mail |
| <input type="checkbox"/> Nonprofit status | mail |
| <input type="checkbox"/> Letters of Support | mail |
| <input type="checkbox"/> Verification of CCR Registration | mail |
| <input type="checkbox"/> Consultation Letter (tribal/governmental applicants) | mail |

Mailing address for items requiring mail:

**Montana Board of Crime Control
3075 North Montana Avenue
PO Box 201408, Helena
MT 59620-1408**

APPENDIX A

OVW QUARTERLY REPORTING FORM EXAMPLE

RECOVERY ACT STOP VAWA GRANT QUARTERLY REPORT

State of Montana – Board of Crime Control
PO Box 201408 – 3075 N Montana Ave – Helena MT 59620-1408
Phone: (406) 444-3604 Fax: (406) 444-4722

Reports are due to MBCC five (5) days after the quarter ends
Please email completed reports to: lriedlinger@mt.gov or fax to (406) 444-4722

VAWA Program Manager: Lisa Riedlinger (406) 444-1995
VAWA Fiscal Manager: Conrad Eklund (406) 444-2077

Subgrant Name:	
Subgrant Number:	
Director:	
Quarter Ending Date:	
Quarterly expenses:	MBCC:
	Local:
	Total expended:

Objective: To strengthen partnerships for safer communities and enhance the Nation's capacity to prevent, solve, and control crime.		
Performance Measure 1	The number and percentage of arrests relative to the number of police responses to domestic violence incidents	
Performance Measure 2	The number of sexual assault nurse examiners trained	
Performance Measure 3	The number of victims receiving requested services	
Performance Measure 4	The number of victims advocates supported by grant funding	
Objective: <i>Recovery Act</i> : To create and preserve jobs and promote economic recovery		
Performance Measure 1	Number of jobs retained due to Recovery Act funding	
Performance Measure 2	Number of jobs created due to Recovery Act funding	

APPENDIX B

TEMPLATE LETTER

CONSULTATION LETTER FOR TRIBAL/GOVERNMENT

(Please use your agency's letterhead for this letter)

Consultation with Victim Services

I, _____, certify that the
(Please print authorized official's name)

_____ have complied with the
(Please print your agency's name)

Requirements of the Violence Against Women and Department of Justice Reauthorization Acts of 2005. During the course of developing this grant application for Recovery Act grant funds, I/we have consulted the tribal, territorial, state, or local victim services programs to ensure that the proposed services and activities are designed to promote the safety, confidentiality, and economic independence of victims of domestic violence, sexual assault, stalking, and dating violence.

Signature of Authorized Official

Date

ATTACHMENT C

